Print Form

Virgin Islands Bureau of Internal Revenue
W-2VI / W-3SS/ 1099 / 1096 FORMS REQUEST
TAX YEAR ENDING 12/31/2010

1. EMPLOYER'S NAME	2. EMPLOYER IDENTIFICATION NO.
3. ADDRESS TELEPHONE #: (_____)_____-_____	4. NUMBER OF FORMS REQUESTED: W-2VI _____ W-3SS _____ 1099-MISC _____ 1096 _____ OTHER 1099 SERIES: _____ _____
5. NAME OF AUTHORIZED PERSON *(Please Print)*	6. SIGNATURE
Under penalty of perjury, I declare that I am the employer or authorized agent thereof, and the information contained in this request for W-2VIs is accurate.	

Purpose Complete and submit this form to the Virgin Islands Bureau of Internal Revenue to obtain blank forms W-2VI, W-3SS, 1096 and 1099 Series to be completed by the employer, or authorized agent of the employer, and provided to the employees and/or non-wage employees by January 31, 2011.

Instructions

Box 1. Print the name of the employer that will be issuing the forms requested. Include your d/b/a if applicable.

Box 2. Print/type the Employer Identification Number of the Employer in Box 1.

Box 3. Print/type the mailing address and telephone number of the Employer.

Box 4. Indicate next to the form type number of forms requested. Each form is counted as indicated"

Form W-2VI - One form for each employee being issued.

Form W-3SS - Cover sheet for employers filing W2VI form one sheet per 100 W2-VI issued to employees.

Form 1099 MISC and 1099 Series - one form per each employee.

Form 1096 - Cover sheet for employers filing 1099 Series one sheet per 100 Form 1099 issued to employees.

Box 5. Print/type the name of the Authorized Person requesting the forms for the Employer.

Box 6. Include the signature of the Authorized Person named in Box 5.